1300 National Drive, Suite 173 Sacramento, CA 95834

Telephone: 916-419-7591 Fax: 916-419-7596 E-Mail: CCoA@ccoa.ca.gov Web Site: www.CalAging.org

Name__

BUSINESS CARDS AND BADGE ORDERS

BUSINESS CARDS

Official state business cards are as shown in the sample below. Print is done in Ariel with the name in bold print. This is the only approved card used by CCOA Commissioners. Fill out the information below and please print clearly:

Address(Your personal option)	STATE OA	Sharon Jenkins Office Technician Typing
City Zip Phone Fax	CALIFORNIA	California Commission on Aging 1300 National Drive, Suite 173 Sacramento, CA 95834 (916) 419-7591 FAX (916) 419-7596 sjenkins@ccoa.ca.gov www.calaging.org
Orders are placed by the CCOA office with the State Printing Office once a month, so if you anticipate running out of business cards, place your order early.		
NAME BADGE Please complete the following information when ordering a replacement badge. Print or type your name exactly as you wish it to appear on your badge:		